

[Date]

[Tenant Name]

[Tenant Address]

[City, State, Zip Code]

**RE: Notice of Lease Renewal and Modification of Terms**

Dear [Tenant Name],

Your current lease agreement for the property located at [Property Address] is scheduled to expire on [Current Lease End Date]. We would like to offer you the opportunity to renew your lease for a new term starting on [New Lease Start Date].

Please be advised that the following modifications will be applied to your new lease agreement:

- **New Monthly Rent:** \$[Amount] (Previously \$[Old Amount])
- **Lease Duration:** [Number] months
- **Revised Terms:** [List any other changes, such as pet policy, utilities, or maintenance updates]

All other terms and conditions of your original lease agreement shall remain in full force and effect unless otherwise stated in the new agreement.

If you wish to accept these terms and renew your lease, please sign and return the enclosed renewal agreement by [Deadline Date]. If we do not receive your signed agreement or a written notice of your intent to vacate by this date, we will assume you do not wish to renew, and you will be expected to vacate the premises by [Current Lease End Date].

If you have any questions regarding these changes, please contact [Landlord/Property Manager Name] at [Phone Number] or [Email Address].

Sincerely,

[Landlord/Property Manager Signature]

[Landlord/Property Manager Name]

[Company Name]